

**THEME:  
AN OLD TIME CHRISTMAS**

**CHRISTMAS PARADE  
2023**

**Saturday, December 2<sup>nd</sup>  
Benton, LA @ 3:30pm**

**Grand Marshall**

*Sarah Collier*

**Registration Deadlines:**

**Email:** Monday, November 27  
[bentonrotaryparade@gmail.com](mailto:bentonrotaryparade@gmail.com)

**USPS Mailed registration  
should be postmarked by:  
Monday, NOVEMBER 20<sup>th</sup>.**

**Late registration:**  
Bring to Safety Meeting on  
Monday, November 27th  
**Day of Parade 10:30 to 1:00**  
Saturday, December 2nd

**Parade Check-In at the  
ROTARY tent on the corner of the  
School Board Office front lawn**

**Please consider a minimum  
donation of \$10 per parade  
entry for Benton Rotary  
Community projects.**

**Cash, checks made to  
Rotary Club of Benton  
Venmo- @Grigsby-Lucero  
(indicate entry name)**

**SAFETY MEETING**

Monday, November 27th  
6:00 pm at the Benton Council on  
Aging located at 202 Sibley,  
Benton LA.

**RETURN THESE DOCUMENTS:  
REGISTRATION FORM  
HOLD HARMLESS AGREEMENT  
GUIDELINES WITH INITIALS**

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Organization contact E-mail Address:  
\_\_\_\_\_

Parade Entry Drivers Name: \_\_\_\_\_

Cell Phone of driver: \_\_\_\_\_

Driver's License Number of driver (REQUIRED for motorized entries):  
\_\_\_\_\_

Vehicle/motorcycle Insurance: \_\_\_\_\_

PLEASE CHECK ONE:

**ENTRY TYPE:** \_\_\_ FLOAT \_\_\_ WALKING/BICYCLE \_\_\_ MOTORCYCLE  
\_\_\_ BAND/DANCE/ GROUP ORGANIZATION \_\_\_ PRINCESS/QUEEN/KING  
\_\_\_ CLASSIC OR ANTIQUE CAR/TRUCK \_\_\_ \*\*HORSE RIDER/GROUP

**NOTE: All entries with horses or other animals will park trailers at the Simpson Street Park for staging and registration.**

Entry Description  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*Walkers Name: (4- WALKERS REQUIRED for entries larger than pick-up trucks; 2-walkers for all other entries. No exceptions \*\* MANDATORY per BENTON Police Chief

1. Name: \_\_\_\_\_

2. Name: \_\_\_\_\_

3. Name: \_\_\_\_\_

4. Name: \_\_\_\_\_

**How to submit registration and hold harmless forms:** Mail forms no later than November 20 to P.O. Box 525, Benton, LA 71006; Bring to Safety Meeting on November 27 or email by noon November 27 [bentonrotaryparade@gmail.com](mailto:bentonrotaryparade@gmail.com), OR Fax: 318-965-2577 (faxed registrations must be received by noon on Monday, November 27) Bring to parade Registration Booth between 11:00 am to 1:00 pm.

**PARADE ENTRY  
NUMBER**

parade officials use.

**BENTON ROTARY CHRISTMAS PARADE HOLD- HARMLESS AGREEMENT**

Participant in Benton, Louisiana, hereby represent(s) the following:

(1) if an individual, I am over the age of 18 and a resident of the State of Louisiana, and, if a corporation or partnership, the entity is duly organized in good standing with all regulatory authorities of the State of Louisiana.

(2) if an individual, I am either an authorized driver of the participating vehicle, or the owner/operator of the participating vehicle.

(3) if a corporation or partnership, the undersigned is the owner of the participating vehicle and has granted the undersigned individual the right to operate the participating vehicle in the parade; and

(4) if the owner of the participating vehicle, the undersigned hereby represents that the vehicle is insured at least up to the minimum requirements of the insurance laws of the State of Louisiana, and that the said insurance is provided by a company qualified to do business and doing business in the State of Louisiana; (5) the undersigned acknowledges that said parade vehicles correspond to height and length restrictions as set forth by the City of Benton, Bossier Parish and the State of Louisiana height and length restrictions for use on roadways.

(6) whether a corporation, or partnership, or individual the individual driver has a valid driver’s license, which has not been revoked, suspended, or otherwise restricted. therein consideration of the invitation, extended by the organizers to allow the undersigned to participate in the parade, the undersigned agrees as follows:

(a) to waive any claim for compensation for participating in the parade and to grant the organizers the right to film, photograph, undersigned so recorded, free of charge, in connection with the business of the organizers or the future promotion of the parade.

(b) to refrain from the display of any obscene, profane or socially offensive language, symbols or advertisements on or within the participating vehicle, and to refrain from participating in or allowing any activity on or within the participating vehicle which might be considered obscene or socially offensive; and (3) to release, defend and hold harmless, Benton Rotary Club and Benton Festival Committee, and the members and organization of any and all liability arising out of any claims, of whatever kind or nature, due to the participation of the undersigned or his vehicle in the parade.

(7) *No alcohol is permitted in vehicles OR floats during the parade.*

(8) The undersigned has read, understands, and agrees to all the provided parade and rider rules included in the official parade packet. **OPTION FOR GROUPS 10 or MORE, please all print names on back of this document and sign, have parents sign for minor children.**

**ROTARY PARADE OFFICIAL Use Only: Safety Mtg \_\_\_\_\_ Rotary Member Initials \_\_\_\_\_**

\_\_\_\_\_  
**Participant or guardian of minor Signature/Date**

[www.bentonchristmasonthesquare.com](http://www.bentonchristmasonthesquare.com) Visit the Festival website for information on all the activities of the day!

**GUIDELINES -initial each article – Return with registration and keep a copy to review with your participants.**

\_\_\_\_\_ Parade entry must be decorated in a respectable theme. We ask that you do not have SANTA on your float but have elves. The Benton Rotary Club carries SANTA on their float at the end of parade. **THEME:** \_\_\_\_\_

\_\_\_\_\_ **POST PARADE PICK UP: Do not stop** your vehicle coming back onto Simpson, continue past the School Board office down to Simpson Street Park to unload.

\_\_\_\_\_ Horse entries will be at the end of the parade.

\_\_\_\_\_ No alcoholic beverages permitted on float during the parade.

\_\_\_\_\_ Should an entry tow or trailer experience a breakdown of any kind during line up or while the parade is rolling, a parade official will help arrange for the entry to be pulled off the parade route.

\_\_\_\_\_ Parade officials reserve the right to remove any entry from the parade for not abiding by the rules outlined above.

\_\_\_\_\_ **THE PARADE WILL ROLL AT 3:30 SHARP!** Everyone should be loaded on their floats at 3:00 pm with the engines running.

\_\_\_\_\_ Keep pace with the float in front of you. Avoid large gaps.

\_\_\_\_\_ No GLASS bottles - please bring plastic for safety. No alcoholic beverages.

\_\_\_\_\_ Animals must be on a leash or restraint and always controlled. This includes walking in the parade or riding on a float or in the cab.

\_\_\_\_\_ No throwing when the floats are stopped. Please advise float riders. Riders should try not to drop throws too closely to the float – children tend to dart toward the float to catch them. Do not hand throws to someone over the side of the float. Do not throw in front or behind your float. Throw from the sides to the crowd to encourage spectators to move back.

**I have read the guidelines, and I will review with participants included with my parade entry.**

\_\_\_\_\_

\_\_\_\_\_

**Print Name & Signature**

**Date**

## **BENTON ROTARY CHRISTMAS PARADE INFORMATION**

### **REGISTRATION:**

- A. Mail in registration should be mailed by November 20. Late registration- submit documents at Safety Meeting November 27 at the Benton Council on Aging-  
On-site registration- 10:30-2:45, Saturday, Dec. 2  
ENTRIES When lining up should not block private driveways.
- B. **SAVE THE DATE safety briefing with Benton Police**, Monday, November 27, 6:00-7:00 Benton Council on Aging located at 202 Sibley, Benton, La. 71006. Registration and completed hold harmless documents may be turned in at this time.
- C. **Release and Hold Harmless Agreement.** All entrants must sign and submit. Option for groups of 10 or more, submit 1 form with all names printed on the back with signature of participant or guardian of minor participants.
- D. Complete ATTACHMENT A and give to Parade Official day of parade to have Entry number is assigned.

### **PARADE DAY PROCEDURES:**

**CHECK IN:** Visit registration tent at the corner of Simpson on the School Board lawn. Entry numbers will be assigned during line up. Please put the number in front left windshield- visible for parade review stand.

**LINE UP** is on a first- come- first in line basis. All entries must be checked in by 2:45

**NEW: How & where to line up:** Travel North on Hwy 3 (Benton Road) to Hwy 162 (5th Street); turn right on Montgomery then right on Simpson. Line up begins at the intersection of Simpson & Bossier Street. (PLEASE DO NOT block street entrance or residential driveways) Once parked, at least one person needs to remain with entry, parade official will assign entry number.

### **PARADE ROUTE**

Start at Simpson & Sibley (near the School Board Office), travel south on Sibley, cross over on Old Bellevue Road- come North on Lee Street back up to Simpson, turn right and continue down Simpson to unload in the Simpson Street Park.

**Please check the festival website in the upcoming weeks for updated information on the parade.**

[www.bentonchristmasonthesquare.com](http://www.bentonchristmasonthesquare.com)



**enton**  
**Christmas Parade**  
**2023**



*THE ROTARY CLUB OF BENTON  
THANKS, YOU FOR YOUR PARTICIPATION  
\*MARK YOUR CALENDARS FOR DECEMBER 7, 2024\**

*WE INVITE YOU TO JOIN US AT OUR ROTARY MEETING  
MONDAYS @ 12:00 in the BENTON TOWN HALL MEETING CHAMBER  
For more information call  
Jill Lucero, 318-230-6956*